



January 22, 2007

Dear Artist:

The 27th Annual HERNDON FESTIVAL is approaching! The Town of Herndon, Virginia, Parks and Recreation Department is pleased to host the 2007 **Herndon Festival** in historic downtown Herndon on May 31 – June 3. This is a town-wide event and attracts over **80,000** people from the greater Washington, D.C. Metropolitan area.

There is a large array of activities to keep the 80,000 festival patrons entertained. The featured events are live entertainment on three stages areas, international foods, carnival rides, children's entertainment, business exposition, 10K run and the arts & crafts show. The arts & crafts show will be held on **June 1 through June 3**, a three-day outdoor show, offering 10' x 10' spaces.

The set-up of the arts and crafts show is similar to last year. The sidewalks again this year may not be used during arts and crafts show operating hours. Again, there will be some artists and crafters who will be permitted to keep their display up for the weekend and other artists and crafters will have to breakdown their display and store items next to their booth area. In certain areas, the artists and crafters will still need to completely breakdown and remove their displays. It is mandatory for Friday evening hours for those vendors who choose "Evening" as their option. ***Please read the exhibitor rules and regulation carefully before you choose which booth type is right for you.*** Space for each type will be limited.

The Herndon Festival will open Friday at 6:00 p.m. 10:00 a.m. on Saturday and 11:00 a.m. on Sunday. Most of the art & craft show will close at 5:00 p.m. on Saturday. There will be a portion of the art & craft show that will remain open until 9:00 p.m. The Festival closes at 10:00 p.m. Several booths were open until 9:00 p.m. last year and most of the artists and crafters reported good success. The Sunday closing time will be 6:00 p.m.

On behalf of the Town of Herndon Parks and Recreation Department, we would like to cordially invite you to apply for this show by submitting the enclosed application. Please review the enclosed information and do not hesitate to call if you have any questions at (703) 435-6800x2119 or e-mail me at ann.hoy@herndon-va.gov The Town of Herndon Parks and Recreation Department looks forward to hearing from you.

Sincerely,

Ann D. Hoy
Recreation Services Supervisor II

*Herndon Parks and Recreation Department
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